

ADVISORY COMMITTEE MEETING
AUGUST 15, 2006

Attending: Dean Ellis, Robert Tyler, Shannon Crays, Steve Donahue, Bob Bailey, Alan Farnsworth, Linda Stricklin, David Stonhill, Roy Peckham for Kurt Houston, Burton Waite, Jerry Schroeder, and Marsha Boston

1. **Welcome** – Shannon Crays welcomed everyone and did a roll call.
2. **Review of Minutes of Last Meeting** – There were no additions or corrections to the minutes of the last meeting. Motion was made and seconded to accept the minutes.
3. **Advisory Committee Membership Appointments** – Jerry Schroeder announced the two new members of the Advisory Committee: ISU Area Training Representative - Alan Farnsworth, Pocatello Fire Department, with an appointment expiration date of June 30, 2009; CSI Area Training Representative - Bob Bailey, Wendell Fire Department, with an expiration date of June 30, 2008.
4. **Budgeting for Testing** - Burton said that the testing has almost doubled since last year. He wanted the Committee's input about a separate budget for testing and training. He said that this would not be until the 2008 fiscal year. Burton said that we are looking at regional testing to meet the needs of the fire service. Jerry Schroeder said that at the last meeting there was discussion about establishing fees for testing, but we have yet to work out the details with the technical institutions. We cannot put money back into a grant, but retest fees are currently being used to pay some of the costs for written test proctors. Burton said that the cost of testing events could come out of local funds. Dean Ellis and Alan Farnsworth said that it is cheaper if we have evaluators in each area. Linda Stricklin said the technical colleges already use regional testing in other programs. Burton said that we would work on it here at EST.
5. **Changes in Certification Testing**
 - a. **TESTING:** Jerry Schroeder reported on changes to the certification program to comply with IFSAC requirements.

Firefighter 1 and 2 and Hazardous Materials Awareness and Operations were updated to the current edition of the NFPA Standard, as required by IFSAC. The technical committee convened for that task chose to scrap our existing skill sheets, and replace them with skill sheets adapted from the Washington state certification program (for the most part). The number of skill sheets was drastically reduced, and we went from fairly scripted skill sheets to a more flexible format that allows the lead evaluator to create scenarios to test various skills.

IFSAC is also now requiring us to score the Hazardous Materials and Firefighter written tests separately. We now require a minimum passing score of 70% on both sections to successfully pass the written portion of the certification exam. A failure of either portion is a failure of the written exam, and both sections of the exam must be retested.

Alan Farnsworth said that he understood that if a skill was failed that it would be retested with an additional skill randomly selected. Jerry Schroeder said that was correct. This change was necessary because we went from 127 skill sheets for FF-1 to 51. In some areas there is only one skill sheet. The new consolidated skill sheets utilize a more generalized approach, and he said evaluators will need to look at the directions or scenarios. This is a work in progress so we are getting it polished. Robert Tyler asked about the “live fire” side and Jerry Schroeder said that we encourage use of live fire if available and we will still allow simulation for now. Robert wanted to know if EST will pay for it. Jerry said that yes, we are heading in the direction of charging for testing to cover the costs, so the costs for live-fire testing would be included.

- b. **RECERTIFICATION:** Jerry said that we are up to date on the re-certification notifications for those who are to be recertified on 01/01/2007. Jerry stated that we are leaning toward allowing recertification of senior certificates to automatically recertify requisite certifications. Example – recertification of D/O – would recertify FFI because it is a prerequisite. Fire Officer – would recertify for FFI, FFII, and Fire Instructor (once these certifications are added) because they are pre-requisites for Fire Officer 1. The firefighter would still have to recertify for D/O because it is not a prerequisite. Alan wanted to know if we would send notification to the fire departments. There was a discussion about posting the recertification on the web and Burton said that he would check on the issue of confidentiality. Burton said that this could eliminate the letter to the individual. Dean Ellis said that this would be a good tool for the departments. Burton said that the fire departments in the future will have a logon and be able to look at the qualified instructors that are available in their area. He thought we might be able to add the ability to check certifications online as well. Robert Tyler said that if we don’t do a letter of recertification that there will be a lot of complaints. Burton said that the issue is having a good address and it was agreed that doing both was a good thing.
6. **Instructor Position Announcement** – This is the direction the mini instructor conferences will be going to meet the regional needs. We would move away from a menu process to a more efficient process and screen the applicants. Burton said that we would target and identify need in areas and then we would train the number of instructors needed to service the area’s training requirements. Dave Stonhill said that he likes the announcement idea. Jerry Schroeder said that he would encourage emails from committee members for further guidance in this area.
7. **Other Items** –
- a. FYI – Changes to the names of the Essentials of Firefighting program – Basic Firefighting – will be the name for In-House Essentials training done by a non-state qualified instructor - Firefighter I and Firefighter II – Essentials training by a state qualified instructor. This change is necessary to differentiate the training on certificates of completion issued by the technical colleges. Firefighting modules – will be grouped together and entered into the database; we are consolidating modules into groups and the certificates will have hours listed in groups rather than modules.
8. **Next Meeting Date** – November 1, 2006 at 10:00 AM.